MILWAUKEE COUNTY Behavioral Health Division

myAvatar™ Tips and Tricks

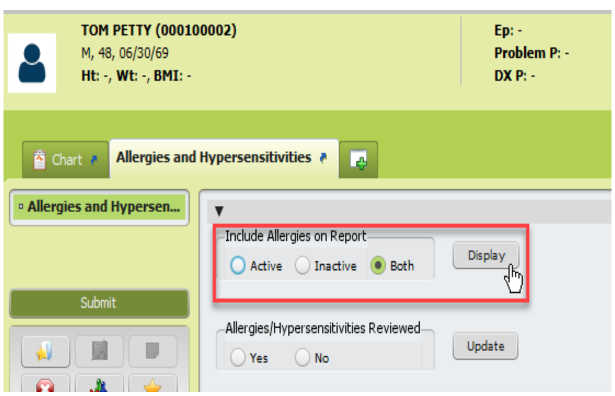
Documenting Allergies and Hypersensitivities- Use the Allergies and Hypersensitivities form to review and update client allergies.

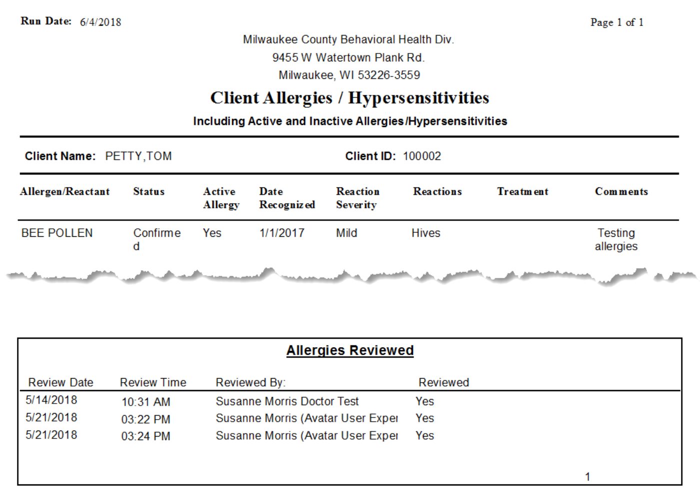
A. Reviewing Allergies and Hypersensitivities

For the selected client, open the Allergies and Hypersensitivities form. In the *Include Allergies on Report* field, select the allergy status to include in the report:

- Select Active to include active allergies
- Select Inactive to include inactive allergies
- Select both of include active and inactive allergies on the report

Click display to generate the Client Allergies/Hypersensitivities report, which details allergy and hypersensitivity client information, as well as allergy review information.

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Milwaukee County Behavioral Health Div.
9455 W Watertown Plank Rd.
Milwaukee, WI 53226-3559

Client Allergies / Hypersensitivities

Including Active and Inactive Allergies/Hypersensitivities

Client Name: PETTY,TOM Client ID: 100002

Allergen/Reactant	Status	Active Allergy	Date Recognized	Reaction Severity	Reactions	Treatment	Comments
BEE POLLEN	Confirmed	Yes	1/1/2017	Mild	Hives		Testing allergies

Allergies Reviewed

Review Date	Review Time	Reviewed By:	Reviewed
5/14/2018	10:31 AM	Susanne Morris Doctor Test	Yes
5/21/2018	03:22 PM	Susanne Morris (Avatar User Exper	Yes
5/21/2018	03:24 PM	Susanne Morris (Avatar User Exper	Yes

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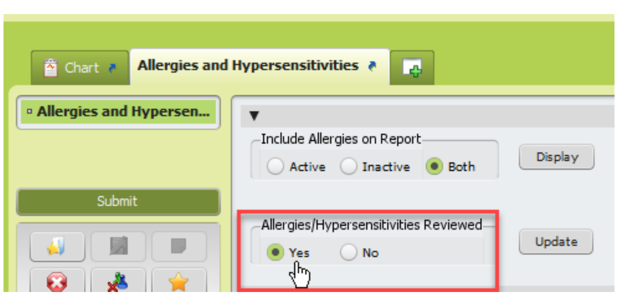
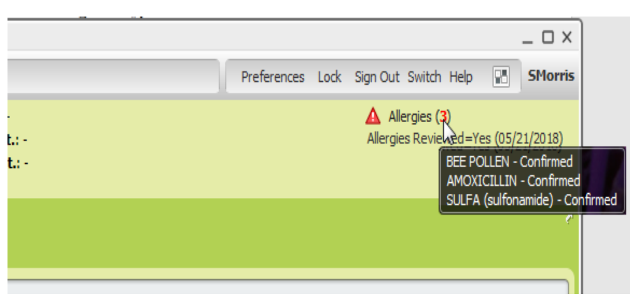
In the Allergies/Hypersensitivities Reviewed field, select <u>Yes</u> to display the time, date, and user who entered the information, in the Client Allergies/Hypersensitivities Report. This information is also displayed in the patient header.

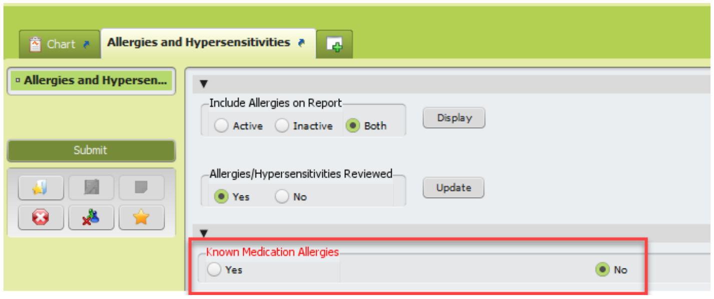




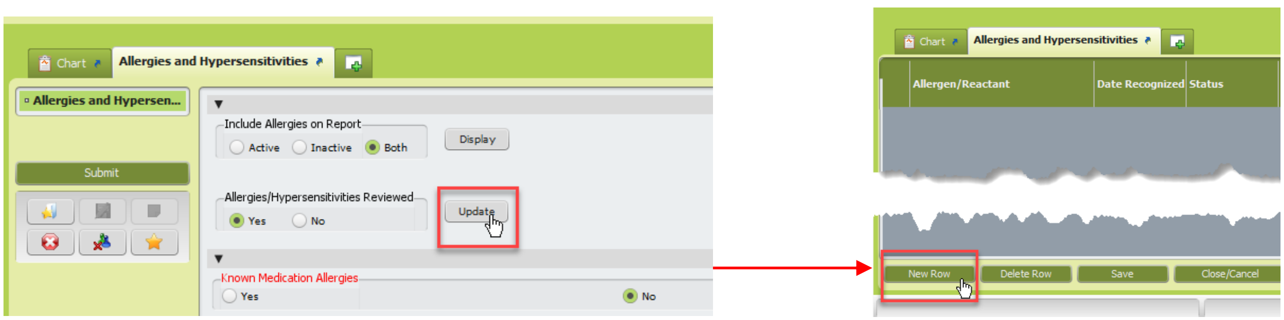
B. Updating Allergies and Hypersensitivities

In the **Known Medication Allergies** field:

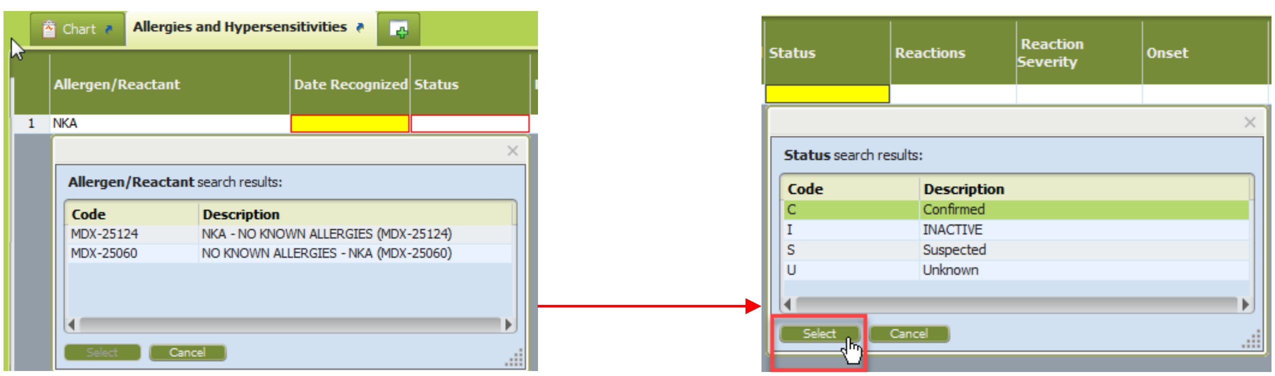
- Select **Yes** if there are active allergies associated with medication.
- Select **No** if no active allergies are associated with medication. **Note-** there is <u>no need</u> to click the Update button and update the grid for NKDA if **No** is selected here.



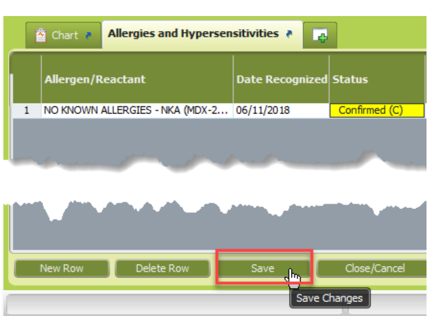
If there are <u>no known allergies</u> (in addition to medication) or if you need to update allergy information, click Update to open the grid. When the grid opens, click New Row.



If there are no known allergies, enter NKA in the Allergen/Reactant field and select No Known Allergies-NKA from the drop-down list. Click Select. Enter the Date Recognized (T for today) and the Status (double-click in the status box to get the drop-down list), select Confirmed and Select.

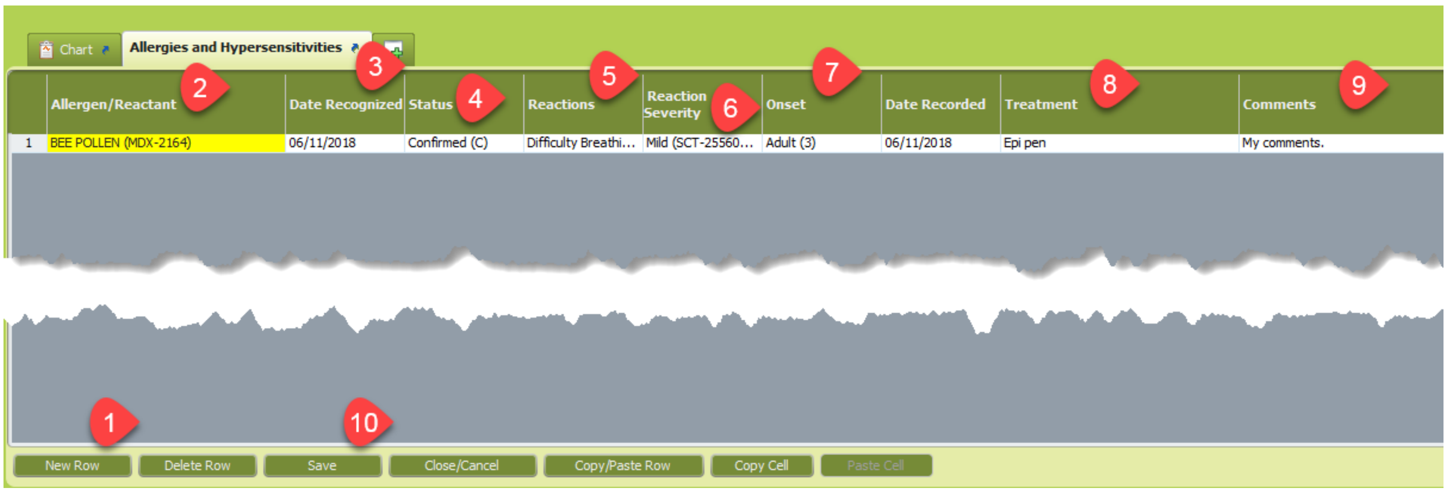


Click Save to save the changes.

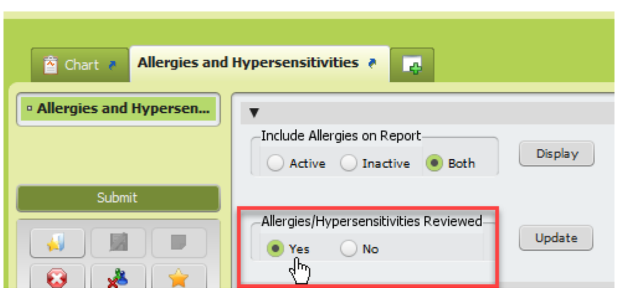


C. Adding an Allergy/Hypersensitivity

1. Select **New Row** to add an allergy (medication or other). Except for the Allergen/Reactant field, double-click in each box to activate the field.
2. Click in the **Allergen/Reactant** box and enter allergen or hypersensitivity. Click enter. Highlight the allergy and click Select. (Date Recorded auto-populates).
3. **Date Recognized-** enter the date in the format MM/DD/YYYY (enter T for today). Or, click the down arrow to display a calendar. Double-click a date to enter.
4. **Status-** select C (Confirmed), S (Suspected), U (Unknown), or I (Inactive).
5. **Reactions-** from the drop-down list, select the reaction. Multiple reactions can be selected.
6. **Reaction Severity-** select the extent of the reaction.
7. **Onset-** if known, select the period of allergy onset.
8. **Treatment-** if any known treatment exists, record treatment in textbox. Click Ok.
9. **Comments-** enter comments associated with the allergen/reactant.
10. Click **Save** to save changes.



Remember to always select Yes after updating/reviewing allergies!



Other notes about allergies and hypersensitivities:

- Allergies/hypersensitivities can be entered/updated by nurses, doctors, APNP's, and dieticians (pharmacy will not update allergies as they do not have contact with the patient).
- Of the above practitioners, whomever finds out about an update/change/inactivation in allergy status, should be the person updating the information in the client's chart.